

WATER PLANT OPERATOR

DISTINGUISHING FEATURES OF WORK:

Under general supervision, performs duties in the operation and maintenance of the municipal water treatment plant in order to provide an adequate supply of safe, potable water for the consumption and use of Village residents; inspects, operates, adjusts, maintains, and repairs system equipment and machinery; performs simple laboratory analysis of water samples.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

- Operates and maintains electric pumps, control panels, and other pumping station equipment; adjusts water flow as needed and other conditions within the distribution system.
- Takes and records readings of plant meters, and each well to collect information as to motor run times, gallons of water pumped, and similar information; transfers chemicals from storage to feeders as necessary; submits readings daily to chief operator.
- Performs simple chemical tests to determine chlorine, iron, calcium/magnesium, and fluoride content; troubleshoots problems; makes necessary adjustments or repairs; regulates the flow of chemicals through mechanical feeders.
- Performs daily visual inspection of all water treatment equipment, machinery and control panels; periodically tests valves; schedules and performs necessary maintenance, adjustment, repair or replacement of pumps, motors, chlorinators, valves, meters, gauges, and other equipment to ensure optimal operating efficiency and uninterrupted supply of water to Village residents.
- Gathers water samples throughout the distribution system for testing and analysis by the State and private certified water testing laboratory.
- Assists in the repairing of water main breaks, service leaks and the maintenance, repair and flushing of all system fire hydrants as need arises.
- Maintains the laboratory, plant, pressure adjusting stations, and wells in a clean and orderly condition; orders necessary chemicals for the operation of the plant.

OTHER DUTIES AND RESPONSIBILITIES:

- Performs other duties as required or assigned which are reasonably within the scope of the duties enumerated above.

QUALIFICATION REQUIREMENTS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education

- Requires knowledge, skill and mental development equivalent to the completion of four years of high school.

CLASS SPECIFICATION**JOB DESCRIPTION****WATER PLANT OPERATOR**

Experience

- Requires three years of experience in a municipal water supply operation.
- Requires possession of, or qualification to obtain an appropriate Water Supply Operator's Certification issued by the State of Illinois, Environmental Protection Agency as determined by the Village.
- Requires possession of a valid Illinois Vehicle Operator's License in the appropriate classification required by law.
- Requires working knowledge of the operation, adjustment, maintenance and repair of the equipment and machinery utilized in a public water supply system.
- Requires working knowledge of the occupational hazards connected with water plant operations and necessary safety precautions.
- Requires working knowledge of the functions and mechanics of pumps and other electrical equipment and machinery.
- Requires elementary knowledge of the chemical and physical sciences essential to the practical mechanics of chemical feeding, disinfection and distribution of safe potable water.
- Requires some experience with computerized SCADA Control System.
- Requires working knowledge of all requisite records and reports.

Significant Responsibilities

- Requires ability to skillfully operate, maintain, and repair the pumps, control panels and other equipment used in water plant operations.
- Requires ability to perform accurate chemical tests of water samples and prepare accurate reports.
- Requires ability to make accurate meter and gauge recordings.
- Requires ability to make thorough inspections of equipment and machinery for the detection of malfunctions and/or other problems.
- Requires ability to respond quickly and efficiently to plant emergencies.
- Requires mechanical aptitude and dexterity.
- Requires ability to communicate effectively both verbally and in writing.
- Requires ability to establish and maintain satisfactory working relationships with Village personnel and the general public

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Requires physical strength and agility sufficient to lift and maneuver heavy objects such as tools, equipment and other objects related to the water system.
- Requires visual ability sufficient to read and write reports, correspondence, instructions, etc.
- Requires hearing ability sufficient to understand radio transmissions, conversation with other individuals both in person and over a telephone.
- Requires speaking ability sufficient to communicate effectively other individuals in person, over a telephone, and over a radio.

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WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- The noise level in the work environment is sometimes loud. Exposed to wet and slippery conditions inside and outside the plant. Occasionally exposed to extreme weather conditions. Works near moving parts and a wide variety of light to heavy equipment. Regularly exposed to caustic and toxic chemicals.